

ARMY AGR VACANCY ANNOUNCEMENT

ARIZONA ARMY NATIONAL GUARD

ACTIVE GUARD AND RESERVE

HUMAN RESOURCE OFFICE

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WEBSITE: www.az.ngb.army.mil/hro

ANNOUNCEMENT NUMBER: 03-76AR

DATE: 18 NOV 2003

CLOSING DATE: 9 DEC 2003

POSITION TITLE, PARA LINE, MAXIMUM AUTHORIZED MILITARY GRADE AND MOS:

SUPPLY SGT, PARA 101 LINE 08, SSG, 92Y30

APPOINTMENT FACTORS: OFFICER ()

WARRANT OFFICER ()

ENLISTED (X)

LOCATION OF POSITION:

356TH SIGNAL COMPANY, PHOENIX, ARIZONA

AREA OF CONSIDERATION: This position is in the Active Guard and Reserve Force and is **open to current members of the Arizona Army National Guard in the grades of SGT/E-5 through SSG/E-6**. Individual selected will receive an Active Duty Title 32 Tour with the Arizona Army National Guard. In order to be considered for this position, applicants must meet minimum qualifications as outlined on the reverse of this announcement.

NOTE: Selection for this position requires declaration of Arizona state residency at the time of in-processing, and maintaining that residency while on AGR status under Title 32, USC.

NOTE: Individual selected must become MOSQ within one year of date of hire.

NATIONAL GUARD REQUIREMENTS:

1. Soldiers selected must meet medical standards prescribed by AR 40-501 chapter 2 or 4, as appropriate, and must have completed a medical examination at an active duty medical facility or MEPS station within 12 months preceding entry into the AGR program. Soldiers must meet the physical requirements of AR 600-9. Females will be tested for pregnancy within 30 days prior to initial entry on active duty.
 2. An investigation will be initiated for a security clearance. Unfavorable results will be cause for immediate separation.
 3. Soldiers selected for an AGR tour must be eligible to complete a minimum of 5 years on active military status prior to completing 18 years of active federal service AND/OR the date of mandatory removal.
 4. AGR soldiers will not be reassigned during the first 18 months of their initial tour, except in the event of mobilization of force structure changes.
 5. Acceptance of an AGR position **TERMINATES** entitlements to be Selected Reserve Incentive Program (SRIP).
 6. The Arizona National Guard is an Equal Opportunity employer. Selection for this position will be based on merit, fitness, capability, and potential, to ensure fair treatment of all soldiers.
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POSITION COMPATIBILITY REQUIREMENTS:

The individual(s) must be a member of the Arizona (ARMY) National Guard and qualify for and be placed in the following compatible MOS/AOC: 92Y30

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION OR THE MOS PREREQUISITES:

1. A physical demands rating of heavy.
2. A physical profile of 222222.
3. A minimum score of 95 in aptitude area CL.
4. Normal color vision.
5. Mandatory formal training.
6. No documented instances in the last 5 years of conduct which reflects adversely on the character, honesty, or integrity of the soldier.

INSTRUCTIONS FOR APPLYING: IAW NGR 600-5, paragraph 2-4, the documents listed **WILL** be submitted “AS A MINIMUM”. If any of the required documents are not reasonably available to you, a brief letter will be submitted citing the documents missing with a short explanation necessary to certify the soldier as eligible will be returned:

- a. NGB Form 34-1 (AGR Application (1Sep 86).
- b. AZ ARNG Form 34-1 (13 Feb 98)
- c. AZNG Form 335-4-R (13 Feb 98)
- d. SF 88 & 93 (Most recent physical)
- e. Body Fat Worksheet (DA Form 5500-R) if applicable.
- f. DA Form 705 (Army Physical Fitness Test Scorecard) The most recent 4 physical Fitness tests recorded on DA Form 705.
- g. Certified copy of DA Form 2-1 from your Army 201 file.
- h. Latest “5” OER/NCOER’s.
- i. NGB Form 23 (Army National Guard Current Annual Statement)
- j. DA Form 759 if applying for an aviation position.

USE OF GOVERNMENT RESOURCES (FAX, MAIL, ETC.) TO SEND APPLICATIONS IS PROHIBITED AND WILL NOT BE ACCEPTED BY THE HUMAN RESOURCES OFFICE. ALL APPLICATION MUST BE RECEIVED BY THE DATE/TIME SHOWN ON THE FRONT OF THIS ANNOUNCEMENT.

EQUAL OPPORTUNITY: The Arizona National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, martial status, membership or nonmembership in an employee organization or any other non-merit factor.

BRIEF JOB DESCRIPTION: Serves as the supply sergeant and supervisor of company supply personnel. Performs in both manual and automated property book accounting environments with the related functions associated with accurate property accountability. Ensures that enough office and janitorial supplies are on hand to accomplish the unit’s mission. Performs property accounting duties and complies with appropriate regulations, forms and procedures pertaining to property books, hand receipts in other property accounting documents. Establishes and maintain formal and informal lines of communication with maintenance, transportation, food service and other support activities. Receive, inspect, load, unload, segregate, deliver, and turn in organization and installation supplies and documents. Verify units of issue, description, and quantity of requested material against issue and turn-in documents. Moves property issue and transfer points. Determines storage requirement for receipt of special supplies. Inventories supply and equipment – making a record of all the results. Identifies, sorts, and cleans supplies. Prepares clothing and equipment records. Prepares and updates signature cards for individuals to receive supplies. Be able to anticipate and requisition supplies in support of drills and other missions. Performs accounts management, i.e., IMPAC, Command Operating Budget, etc. Performs inventories as required by commander and regulations. Must have a working knowledge of requisitioning, receipt, storage, and disposition procedures for army material. Must know the applicable manual and automated property accounting procedures such as the Standard Property Book System – Redesigned (SPBS-R), Unit Level Logistics System – Ground (ULLS-G), and Unit Level Logistics System S4 (ULLS-S4), including assignment of responsibility for property. A working knowledge of personal computers, word processing, electronic spreadsheets, and data bases.

SELECTING SUPERVISOR: MAJ SCOTT KAHLDON

VICE: SSG BORMANN